

## General Training – Supplemental Labor

The following courses are Institutional Training Requirements that are required for Supplemental Labor Contract employees who are expected to perform work for LLNS more than 14 days in a year. These courses are not specifically associated with the employee's work assignment and should be charged to project/task 40415/INST\_TRAIN. The top section shows courses that are required when the person initially works for LLNS and the bottom section shows courses that have annual or biennial repeats.

General Training				
Course Number	Initial General Training Courses Required for Supplemental Labor Contractors working for LLNS >14 days in a year	Course Length in Hours	Repeat Frequency	
<b>CL0012-W</b>	Export Control at LLNL	0.5	24 mos.	
<a href="#">CS0149-W</a>	Proper Usage of LLNL Unclassified Computers, Networks, and Peripherals	0.5	12 mos.	
<a href="#">EM0001-W</a>	Emergency Preparedness Protective Action Overview	0.17	24 mos.	
<b>HS0001</b>	New Staff Safety Orientation	3.0	1x	
<a href="#">HS0100-W</a>	ES&H Annual Briefing	0.25	12 mos.	
<a href="#">HS4258-W</a>	Beryllium Awareness	0.5	24 mos.	
<a href="#">PA0012-W</a>	Drug Free Workplace Training and Education	0.5	24 mos.	
<b>SC9560<sup>1</sup></b>	Initial Security Briefing (includes Initial Counterintelligence Briefing)	0.92	1x	
<b>SC9911-W</b>	Operations Security (OPSEC) Overview	0.33	12 mos.	
	<b>Total Initial Hours</b>	<b>6.67</b>		
Course Number	Repeat / Refresher General Training Courses Required for Supplemental Labor Contractors working on site > 14 days in a year	Course Length	Repeat Frequency	Average Annual Hours
<b>CL0012-W</b>	Export Control at LLNL	0.5	24 mos.	0.25
<a href="#">CS0149-W</a>	Proper Usage of LLNL Unclassified Computers, Networks, and Peripherals	0.5	12 mos.	0.5
<a href="#">EM0001-W</a>	Emergency Preparedness Protective Action Overview	0.17	24 mos.	0.085
<a href="#">HS0100-W</a>	ES&H Annual Briefing	0.25	12 mos.	0.25
<a href="#">HS4258-RW</a>	Beryllium Awareness	0.25	24 mos.	0.125
<a href="#">HS6001-W<sup>2</sup></a>	General Employee Radiation Training	0.5	24 mos.	0.25
<a href="#">PA0012-W</a>	Drug Free Workplace Training and Education	0.5	24 mos.	0.25
<b>SF0005-W</b>	LLNL Counterintelligence Program Annual Training (included in SC9560 for initial)	0.22	12 mos.	0.22
<b>SC9911-W</b>	Operations Security (OPSEC) Overview	0.33	12 mos.	0.33
	<b>Total Hours</b>	<b>3.22</b>	<b>Annual Hours</b>	<b>2.26</b>
<sup>1</sup> For persons with L or Q clearance held by LLNS – Required courses: <i>SC0002 Comprehensive Security Briefing</i> , <a href="#">SC0004-W Technical Surveillance Countermeasures (TSCM) Briefing</a> , and <a href="#">SC9562-W Security Refresher Briefing for Cleared Individuals</a> . <sup>2</sup> Initial GERT contained in HS0001 which is part of New Employee Orientation; refreshed every 24 months via HS6001-W.				